



Award Guidelines

To enter the National Night Out Awards *competition*, your entry **must** include a completed “*Awards Application*” form.

Deadline for Entries

All entries **must** be received by the close of business, 4:30 p.m., on **Friday, August 15, 2003**. Entries may be delivered to one of the following: Ms. Beth Hish, Program Coordinator for Volunteers In Policing (VIP) Program, or Officers Eddie Ramirez, or Lisa Castillo, Special Project Officers for Cellular On Patrol (COP) and VIP. Entries may also be mailed to the Volunteers In Policing, PO Box 839948, San Antonio, Texas 78283. We are located at 215 S. San Saba, Ste. 100-A should you care to deliver the entry in person.

Judging, Notification and Awards Reception

- All entries will be judged by the “National Night Out Community Committee.”
- Entries will be judged on presentation content and originality.
- Winners will be chosen from **three category’s**: *Neighborhood Block Party’s from each council district, Apartments from each council district, and Community Groups from respective area substations*

Winners will be notified of the time, date, and location of the Awards Reception ***no later than Friday, September 5, 2003.***

Special Request

The City of San Antonio also competes at the National level against municipalities with a population of 300,000 or more. We need your help to create our NNO 2003 National Competition Scrapbook. When you submit your entries for the Local Awards Competition here are ways you can help us with the National Competition:

1. Please include in an envelope a **second set of any photographs** taken at your event.
2. Include **two (2) extra sets of any flyers, newspaper clippings, and/or newsletters advertising your activities/events.** Color copies are great!
3. Include a **set of any handout(s) or give-away(s),** which includes pencils, stickers, key chains, etc.

TIPS FOR A SUCCESSFUL NATIONAL NIGHT OUT PARTY/EVENT

- **Planning** – Get together with your friends and organize the party. The old adage of two heads are better than one applies; brainstorm ideas and activities. Advanced planning helps to ensure success.
- **Involvement** - Contact your SAPD Community Policing Units, the San Antonio Fear Free Environment (SAFFE) officers, and the Patrol Units at your local substations for officer participation. Also contact your area Fire Station by mail for participation.
Please Note: The Main NNO office will NOT schedule these visits.
- **Be creative** - When brainstorming ideas for your party. Do not be afraid to try something new or different. Be inclusive and share responsibilities, thus allowing others to gain ownership in the party/event.
- **Media** – Notify the media of what your neighborhood is doing (TV, Newspaper, and Radio station). Provide them with a concise thumbnail sketch of what it is you are doing. Write an article for publication and include it with your entry. Obtain newspaper clipping, newsletter articles or flyers of what you are doing.
- **Lights** – NNO means lights out for crime. Promote the proper use and energy efficient way of using security lighting. Talk with your Crime Prevention Officer or SAFFE Officer who has been “Crime Prevention Certified,” or contact CPSB for security lighting concerns. Have a lighting display as part of your party/event and make it informational as well as festive.
- **Summary Report** – Though it is *not a requirement*, by providing a written summary of your neighborhood party/event it will help explain what took place and provides the finishing touch to a well-planned party/event.
- **Photos/Scrapbook** – “A picture is worth a thousand words,” supply a pictorial essay of what took place in your neighborhood block party/event. Don’t forget to add captions to this pictorial essay briefly describing what took place. Otherwise a picture alone might be mistaken for some other event. Send actual color prints not color copies.
SPECIAL REQUEST: If submitting photos for local competition please include a 2nd set of photos so NNO Staff may use them for the National Competition Scrapbook.
- **Videotape** – Video tape your event capturing the sequence of events that occurred and the essence of the moment. Use Super 8 or ½ inch VHS tapes. Please label each tape and provide a log with the taped coverage of your party/event.
- **Judging** – All block and neighborhood association parties will be evaluated equally. Single block parties will be weighed equally against neighborhood parties.

Party / Event Ideas:

<u>FOOD</u>	Watermelon	Potluck	Lemonade & cookies	Coffee, tea & dessert
	Ice cream sundaes	Pretzels & chips	Pizza	Barbecue
<u>GROUP CONVERSATION / MIXERS</u>	Block history stories	NNO stories	Photos from past block parties & NNO events	Oldest resident award
	Longest resident award	Newest resident award	Mixer: "Find a person who..."	Neighborhood Watch Award
<u>ACTIVITIES FOR YOUTH</u>	Bike parade	Board games	Skits	Make a mural or banner
	Coloring contest	Pony rides	McGruff	3-legged race
	Football, baseball, basketball	Roller blade/ skating	Youth parade with a theme	Jump rope
	Chalk art	Facepainting	Bubbles	Sack races
	Magic shows	Sing-alongs	Water balloons	Frisbee competition
	Pinata	Clowns	Bike Safety	Child ID kits
<u>ACTIVITIES FOR ALL AGES</u>	Block party	Cookout	Parade	Jump rope contest
	Hula Hoop contest	Barbecue	Street dance	Volleyball game
	Storytelling (truth or fiction)	Celebrate birthdays, anniversaries, graduations, etc.	Scavenger hunt	Visits from Police, Fire & EMS
	Crime prevention videos	Karaoke	Rummage sale	Music & DJ
	Dunk tank	Movies	Sandy beach party	Street carnival
	Jail & Bail	K-9 demonstration	Funniest hat contest	Horseshoes
	Live music	Welcome new neighbors	Photo contest	
<u>CONTRIBUTE TO THE COMMUNITY</u>	Collect for a food bank	Beautify a common area	Plan a fall clean-up or bulb planting	Recruit additional Neighborhood Watch leaders and block captains
	Discuss neighborhood concerns, problems	Distribute neighborhood block list, phone numbers, etc.	Discuss outdoor lighting in the area	Collect School Supplies

FREQUENTLY ASKED QUESTIONS:

Q: When should we begin organizing?

A: As soon as possible! The best NNO events are those that begin their planning well in advance of the event.

Q: Is “NNO” just for already established neighborhood watch areas?

A: No!! NNO is for all blocks and neighborhoods in your community. Existing ‘Watch’ areas will likely be your best participants – but you’ll find that NNO will help you to get to those ‘tough to organize’ areas.

Q: Can we begin our activities earlier than 7:00 p.m.?

A: Certainly. The 7 p.m. to 10 p.m. listed hours are a suggested national timeframe. Some areas however begin at noon, some during the late afternoon, some at 6:00 p.m. Tailor the day/night to best accommodate your community. Early starts are fine. Late starts (past 7:00 p.m.) though can be a problem because residents will have already settled into other evening activities.

Q: The sun does not set in our area until about 9:00 p.m. Does that matter?

A: No. The fact the sun does not set until a particular time should not affect the scheduling of your activities. The illumination of porch lights is symbolic. They can be on at 7:00 or 8:00 p.m. – regardless of whether or not darkness has fallen.

PHONE NUMBER LIST

SAN ANTONIO POLICE DEPARTMENT			
SAPD Headquarters:	210.207.7610	Chief's Office:	210.207.7360
North Patrol:	210.207.8126	North SAFFE:	210.207.8350
Central Patrol:	210.207.7410	Central SAFFE:	210.207.7413
Prue Rd. Patrol:	210.207.7425	Prue Rd. SAFFE:	210.207.7169
West Patrol:	210.207.7420	West SAFFE:	210.207.7421
South Patrol:	210.207.8191	South SAFFE:	210.207.8964
East Patrol:	210.207.7781	East SAFFE:	210.207.7566
SAN ANTONIO FIRE DEPARTMENT			
SAFD Headquarters:	210.207.8400	Fire Safety Education:	210.207.7953
SAN ANTONIO CONTACTS			
Code Compliance:	210.207.6513	Animal Control:	210.207.6650
Health Department:	210.207.8638	City Public Service:	210.353.4357
San Antonio Water System:	210.704.7297		
BEXAR COUNTY CONTACTS			
Sheriff's Office:	210.335.6010	Sheriff – Dare & Crime Prevention:	210.465.0495
Sheriff – Patrol East:	210.465.0495	Sheriff – Patrol West:	210.647.3411
Sheriff – Public Relations:	210.335.6719	Probation Office:	210.335.7200
Constables Office: P-1	210.335.2806	Constables Office: P-2	210.465.4405
Constables Office: P-3	210.467.6294	Constables Office: P-4	210.467.0026
Constables Office: P-5	210.462.8075		

For those of you who wish to invite your local Fire Officers we are providing a copy of the addresses so you can send a written invitation asking them to participate in your NNO Event.

STATION	ADDRESS	ZIP CODE		STATION	ADDRESS	ZIP CODE
1	801 E. Houston	78205		26	4140 Culebra	78228
2	601 Gillette	78201		27	1518 Hillcrest	78228
3	1425 E. Commerce	78202		28	815 El Monte	78201
4	1430 N. St. Mary's	78215		29	827 Hot Wells	78223
5	1011 Mason	78208		30	919 Gembler Rd.	78219
6	503 W. Russell	78212		31	11802 West Avenue	78216
7	604 S. Alamo	78205		32	2235 Babcock	78229
8	619 S. Hamilton	78207		33	2002 S.W. 36 th St.	78228
9	649 Delmar	78210		34	15300 Babcock Rd.	78249
10	1107 Culebra	78201		35	7038 Culebra	78238
11	610 S. Frio	78207		36	5826 Ray Ellison Dr.	78242
12	408 Clarence Tinker	78241		37	11011 Vance Jackson	78230
13	3203 S. Presa	78210		38	6000 Distribution	78218
14	2515 Thousand Oaks	78232		39	10750 Nacogdoches	78233
15	3150 Ruiz	78228		40	14331 O'Connor Rd.	78247
16	1519 Nogalitos	78204		41	9146 Dover Ridge	78250
17	8545 Jones Maltsberger	78216		42	10400 Horn	78240
18	1463 South W.W. White	78220		43	2055 Bitters Rd.	78248
19	1310 Vance Jackson	78201		44	1351 Horal	78227
20	3347 South W.W. White	78222		45	10711 Western Hills	78251
21	5537 S. Flores	78214		46	1165 Evans Rd.	78258
22	1100 March	78214		47	19803 IH 10 W	78257
23	International Airport	78216		48	3900 N FM 1604 E.	78247
24	1956 Austin Highway	78218		49	8710 Mystic Park	78250
25	2242 W. Southcross	78211				

Again please note, the Main Office will NOT be responsible for scheduling Police Officers or Firefighters participation. Please make sure each individual neighborhood representative makes such arrangements with their local police and fire stations.